

3. Admission of Non-Local Architectural Professionals

3.1 Eligibility

3.1.1 A non-local architectural professional (NLAP) holding valid professional registration to practise architecture, as administered by a national registration body of architects recognised by HKIA/ARB, with adequate relevant local professional experience, may apply to the HKIA/ARB for admission as member of HKIA and as registered architect under ARO via the NLAP admission path.

3.1.2 The list of national registration bodies currently recognised by HKIA/ARB is available for reference on the HKIA website http://www.hkia.net/en/doc/PA/National_Professional_Registration_Bodies_of_Architects.doc

3.1.3 All NLAPs applying for admission to the HKIA and/or registration by ARB should have acquired a **minimum of 12 months** of relevant local professional experience gained after attaining the non-local professional registration.

Local professional experience recognised by the HKIA/ARB may include:

- (a) Practical experience with a local architectural practice which is an HKIA Registered Practice or a HKSAR government department / quasi government organisation in architectural works, under the supervision of or in association with an HKIA member or fellow; or
- (b) In lieu of the above, 5 years of fulltime teaching of architecture in an HKIA accredited/ recognised architectural programme in a local university would be counted as equivalent to 5 years of local practical experience, subject to specific recommendation by the head of the department/ teaching unit.

Overseas professional experience recognised by the HKIA/ARB may include:

- (a) Practical experience with an overseas architectural practice under the supervision of or in association with a full member in good standing of a nationally recognised architectural professional institution, or a person on the register of an architects registration body in the country in which the experience was gained.

Any period of local or overseas experience shorter than 5 consecutive months shall not be counted.

The PAC's interpretation of the above rulings and determination on relevant local professional experience shall be final.

3.1.4 Applicants shall maintain valid professional registration recognised by HKIA/ARB during the entire length of prescribed *post-professional registration* practical experience

leading up to application for admission in order to fulfill requirements.

3.2 Categories of Non-local Architectural Professionals

3.2.1 NLAP Group A

An NLAP with overall (**local + overseas**) *post-professional registration* practical experience of **not less than 15 years**.

3.2.2 NLAP Group B

An NLAP with recognised *post-professional registration* **local practical experience** of **not less than 5 years**.

3.3 Routes of Assessment

3.3.1 For NLAP Group A

- Submission of a case report
- Passing the Professional Interview

3.3.2 For NLAP Group B

- Passing Papers 1 and 2 of the Professional Assessment
- Submission of a case report
- Passing the Professional Interview

3.4 Fees

3.4.1 Registration Fee

For processing of NLAP applications, both Groups A and B, a fixed package fee will be charged. Registration fee which is non-refundable under any circumstances is inclusive of the package fee.

Please refer to **Appendix E** for the prescribed package fee.

3.4.2 Subject Fees

For NLAP Group B applicants, who are required to take Papers 1 and 2 of HKIA/ARB Professional Assessment, fees for sitting the papers shall be the same as prescribed for all other candidates. Same applies to fees for lectures and seminars on all Professional Assessment subjects. First attempt of fees for Papers 1 and 2, Professional Interview and lectures and seminar series are inclusive of the package fee.

Please refer to **Appendix E** for prescribed fees for enrolment in Professional Assessment and attendance of lectures and

seminars in the relevant subjects.

3.5 Application for Assessment

3.5.1 For NLAP Group A

The NLAP applying for admission to HKIA/ARB via the Non-Local Architectural Professionals route shall submit the prescribed application form to the HKIA, together with the essential supporting documents for qualifications and practical experience. The application form shall be duly endorsed by three HKIA fellows as nominators.

The application form can be downloaded at the HKIA's website <http://www.hkia.net/en/doc/NLAPA>.

The NLAP shall also submit a full case report, which is a summary of the applicant's local practical experience with supporting documents, as may be directed by the PAC.

The qualifications and practical experience of applicants will be vetted by a committee, which shall be composed of the chairs of the Board of Educational Affairs, the Architects Registration Board and the panel in charge of assessment for non-local professionals, or other HKIA fellows designated by the BEdA.

The decision of the vetting committee regarding the relevance and acceptability of local and overseas professional experience shall be final.

The NLAP will then be invited to attend the Professional Interview by two HKIA fellows designated by the BEdA, who are neither nominators for the applicant, nor are working or have worked in the same office as the applicant.

The Professional Interview will normally last for 30 minutes with the objectives of determining if the applicant has attained an acceptable standard in academic knowledge, local practical experience and professional competence required for HKIA membership and ARB registration.

3.5.2 For NLAP Group B

The NLAP applying for admission to HKIA/ARB via the Non-Local Architectural Professionals route shall submit the prescribed application form to the HKIA, together with the essential supporting documents for qualifications and practical experience. The application form shall be duly endorsed by three HKIA fellows as nominators.

The Application Form can be downloaded at the HKIA's website <http://www.hkia.net/en/doc/NLAPA>

The NLAP shall also apply for taking Papers 1 and 2 of the HKIA/ARB Professional Assessment in accordance with procedures and rules as listed in Section 2.

The NLAP shall also submit a full case report which is a summary of the applicant's local practical experience with supporting documents, as may be directed by the PAC.

The qualifications and practical experience of applicants will be vetted by a committee, which shall be composed of the chairs of the Board of Educational Affairs, the Architects Registration Board and the panel in charge of assessment for non-local professionals, or other HKIA fellows designated by the BEdA.

The decision of the vetting committee regarding the relevance and acceptability of local and overseas professional experience shall be final.

The NLAP will then be invited to attend Professional Interview by two HKIA fellows designated by the BEdA, who are neither nominators for the applicant, nor are working or have worked in the same office as the applicant.

The Professional Interview will normally last for 30 minutes with the objectives of determining if the applicant has attained an acceptable standard in academic knowledge, local practical experience and professional competence required for HKIA membership and ARB registration.

3.6 Frequency of Assessment

Assessment for admission of Non-Local Architectural Professionals is normally held once every year or every two years, depending on the number of applications received. The PAC has the final decision on the timing of the assessment.

Registration for assessment will normally open in November and close on 31 December. A minimum of 4 months of eligibility vetting should be allowed for. For NLAP Group B candidates, passing the Professional Assessment Papers 1 and 2 is required before being accepted for the Professional Interview.

Deadline

3.7 Re-sit Arrangement

NLAP Group A candidates who fail the Professional Interview may apply to re-attend on the next occasion it is held. Registration guidelines for Professional Interview, as stated in 2.7.2, are to be followed.

NLAP Group B candidates who fail in one or both of Papers 1 and 2, may apply to re-sit at the next PA session. Registration guidelines for these Papers, as stated in 2.7.2, are to be followed. Procedure for re-attending the Professional Interview is the same as for NLAP Group A.

Appendix E

HKIA/ARB Professional Assessment: Fees Schedule

Professional Assessment

Registration Fee	HKIA Graduate Member		\$600
	Non-HKIA member		\$1,800
Paper Fee (covers Assessment and Lectures)	1	Statutory Controls in Building Works	\$1,250
	2	Building Contracts, Professional Practice, Professional Conduct, Conditions of Agreement & Scale of Charges	\$1,250
	3	Building Structures	\$1,250
	4	Building Services & Environmental Controls	\$1,250
	5	Building Materials & Technology	\$1,250
	6	Site Design	\$1,750
	7	Building Design	\$1,750
	8	Case Study	\$1,250
	Professional Interview		\$1,500

Registration for Admission of Non-Local Architectural Professionals

The full package fee for admission of Non-Local Architectural Professionals (NLAP) is \$39,000 for non-HKIA members and special rate at \$30,000 for HKIA Associates (with at least one year of HKIA membership before application for NLAPA). The package fee includes the registration fee which is HK\$7,000 for HKIA Associates and HK\$16,000 for non-HKIA members is non-refundable under any circumstances. The first attempt of fees for Paper 1, Paper 2 and Professional Interview as well as the registration fee for lecture series is inclusive of the package fee.

For the subsequent attempts of Professional Assessment (Papers 1, 2 and Professional Interview) and registration for lecture series, candidates have to pay according to the fee of these items. The registration fee for Professional Interview for NLAP is HK\$11,000.

Lecture series are valid to be taken within one year after HKIA confirms the eligibility of the NLAPA candidates. First attempt for Paper 1 and/or Paper 2 inclusive in the NLAPA package has/have to be taken for the coming up PA quarter once the NLAP eligibility is confirmed.

Notes

1. Registration Fee will not be refunded under all circumstances and are valid for that particular year only.

2. Candidates who re-sit Papers 3, 4 and 5 in the same year are required to pay the respective paper fee only. They are not required to pay the registration fee again for that particular year.
3. Candidates who re-sit all other papers are required to pay the registration fee *and* the fees for the respective re-sit papers.
4. Fees are subject to adjustment by the HKIA from time to time. Candidates are advised to check with the HKIA Secretariat for the current fees.